



Minutes of the
MEETING OF THE FACULTY SENATE
May 17, 2021

APPROVED

PRESENT: Eduardo Aguilar, Lacey Craft, Will Dalrymple, Alexandra Doyle Bauer, Kelly Falcone, Katy Farrell, Molly Faulkner, Jenny Fererro, Erin Hiro, Jason Jarvinen, Teresa Laughlin, Lawrence Lawson, Natalie Lopez, Leigh Marshall, Jackie Martin, Adam Meehan, Susan Miller, Kateri Mouawad (ASG), Ben Mudgett, Scott Nelson, Wendy Nelson, Candace Rose, Sabrina Santiago, Elizabeth Stephens, Fari Towfiq, Rocco Versaci, Reza Wrathall, Anastasia Zavodny

ABSENT:

GUESTS: Barbara Baer, Barbara Hammons, Victoria de La Torre, Tina-Marie Parker, Alyssa Vafaei, Jon Walker

Please note: All votes are presumed unanimous unless indicated otherwise.

CALL TO ORDER The video conference meeting was called to order by Senate President Rocco Versaci, at 2:30 PM.

PUBLIC COMMENTS - None

ANNOUNCEMENTS

Senate President Rocco Versaci welcomed back returning Senators Lacey Craft, Teresa Laughlin, Susan Miller and Anastasia Zavodny. He also welcomed new Senators Sergio Hernandez and Tina-Marie Parker. Versaci thanked outgoing Senators Jackie Martin, Kelly Falcone, Katy Farrell and Natalie Lopez for their service.

Senate Secretary Molly Faulkner announced several events this week in Performing Arts including the Faculty Dance Concert, Palomar Pacific Coast Concert Band performance and the Student Music Composition event. More information can be found here: <https://www2.palomar.edu/pages/palomarperforms/>

Senator and Articulation Officer Ben Mudgett announced all Ethnic Studies course proposals were approved. A huge shout out goes to Ethnic Studies and American Indian Studies faculty. This is a requirement by CSU effective fall 2021. This is a required course not only for CSU transfer but also for all of Palomar's associate degrees for transfer.

Senator and PFF Co-President Theresa Laughlin announced a food distribution event scheduled for June 12. A sign-up sheet will be emailed. Also, a retirement party will be held May 27 at Cocina del Charro. An email will be sent to members for this event as well.

ASG President Kateri Mouawad reminded Senators and guests about "Story Time" with Dr. Kahn, Dr. Versaci, and Dr. Maunu from 1-3 on May 21. All will read some of their favorite short stories, "I would say, "All will read a children's book that made an impact on them when they were young.

Senator and Curriculum Co-Chair Wendy Nelson announced the *Grading for Equity* book club for fall 2021. Registration is now open [Grading for Equity Book Club \(google.com\)](https://www.google.com)

Senator and Credit for Prior Learning Coordinator Candace Rose announced on June 8th, 10am - noon, full-time faculty and discipline leads can participate in a two-hour workshop for Credit for Prior Learning. Faculty can receive a stipend and can register through the PD Portal <https://idmpg.palomar.edu/layouts/PG/login.aspx?ReturnUrl=%2Ffso%2F>

Senator Jackie Martin shared some news about a non-credit program that's beginning this summer. It's a project management academy in a five-course sequence. All courses are free. It leads to project management certification which will be offered in the proctoring lab.

AGENDA CHANGES - None

APPROVAL OF MINUTES

Motion 1 MSC: Towfiq/Laughlin

Faculty Senate approval of meeting minutes dated May 10, 2021 as amended (see Exhibit 1).

Abstention: Beatrice Manneh

The motion carried.

ACTION

A. Curriculum

Motion 2 MSC: W. Nelson/Faulkner

Faculty Senate approval to confirm Candace Rose for Curriculum Review Tech for the term beginning fall 2021 through spring 2023 (two-year term).

The motion carried.

B. Committee Appointments

Senator and Committee on Committees Chair Anastasia Zavodny shared the call for committees is out and currently live. The form includes the two new questions recently approved by Senate.

C. Senate Resolution on Proctoring Software

Motion 3 MSC: Laughlin/Towfiq

Faculty Senate approval of the recently edited version of the Senate Resolution on Proctoring Software (see Exhibit 2).

Senator and TERB Coordinator Lawrence Lawson share the document and reviewed changes that were made. When interested faculty met to propose and review edits, a big part of the discussion was faculty felt it shouldn't be on Faculty Senate alone to create equity for students in online test taking environment. The District should be working on this issue as well. For example, many faculty use Proctorio just to lock down a browser. The DE Committee may find other software that can do this and be more equitable for students. Also, it was noted that Faculty Senate should advocate for some sort of safe socially distance ZOOM online testing or face-to-face proctoring for some "high stakes classes" where test security is high. President Versaci added that he and VP Fererro spoke to President Kahn about the concern that faculty do not have a good proctoring alternative and President Kahn was receptive to these comments.

ASG President Kateri Mouawad said she received feedback from ASG regarding this matter. Students said ZOOM proctoring was a far better solution. ASG also recommends that faculty receive training or guidelines of how to best use Proctorio. Faculty often do not give time allowances for technical issues which should be considered. ASG members also added that “breaks” should be considered when testing so students have a more successful online testing experience. ASG voted in favor of the Resolution. In closing, Mouawad said a survey exclusively on the use of Proctorio is going to students this week and ASG will share those results with Faculty Senate.

Senator and DE Coordinator Erin Hiro shared that faculty from World Languages reported an increase in cheating incidences when using Proctorio so using Proctorio gave faculty a better assessment and unfortunately, cheating is very common. The DE Committee also will be sending a survey to faculty to determine the use of Proctorio and the replies will come back to DE anonymously. This information will dictate the type of training that will be coming this fall.

The motion carried.

D. Selection of Curriculum Co-Chair

Motion 4 MSC: Laughlin/Faulkner

Faculty Senate approval to confirm Wendy Nelson as the Curriculum Co-Chair for the term beginning Fall 2021 through Spring 2023 (see Exhibit 3).

Curriculum Co-Chair – **Wendy Nelson**

The motion carried.

E. Selection of SLOAC Co-Coordinator

Motion 5 MSC: Miller/Laughlin

Faculty Senate approval to confirm Mark Bealo as the SLOAC Co-Coordinator for the term beginning fall 2021 through spring 2023 (see Exhibit 4).

SLOAC Co-Coordinator – **Mark Bealo**

The motion carried.

F. Selection of Guided Pathways Pillar Leads

Motion 6 MSC: Lopez/Laughlin

Faculty Senate approval to confirm Guided Pathways Pillar 1 Lead for the term beginning fall 2021 through spring 2022 (see Exhibit 5).

Pillar 1 Lead – **Wendy Nelson**

The motion carried.

Motion 7 MSC: Towfiq/Laughlin

Faculty Senate approval to confirm Guided Pathways Pillar 3 Lead for the term beginning fall 2021 through spring 2022 (see Exhibit 5).

Pillar 3 Lead – **Glyn Bongolan**

The motion carried.

Motion 8 MSC: Laughlin/ Towfiq

Faculty Senate approval to confirm Guided Pathways Pillar 4 Lead for the term beginning fall 2021 through spring 2022 (see Exhibit 5).

Pillar 4 Lead – **Weston Titus**

The motion carried.

Motion 9 MSC: Towfiq/Fererro

Faculty Senate approval to confirm the results of the ballot for Guided Pathways Pillar 2 Lead for the term beginning fall 2021 through spring 2022 (see Exhibit 5).

Pillar 2 Lead – **Alex Cuatok**

The motion carried.

The ballot was emailed to Senators.

INFORMATION ITEMS

A. Nominations & Elections of Senate Council/Committee on Committee Chair next week

President Versaci announced that next week nominations and elections will take place for Vice President, Secretary and Senator at Large Council Member with a term ending spring 2022. Next week Senate will also accept nominations and a possible election for a Committee on Committees Chair.

B. Committee on Committees Recommended Changes (see Exhibit 6)

Senator and Committee on Committees Chair Anastasia Zavodny explained an updated version of the exhibit. Committee on Committees met that morning and approved the policies and procedures section included in the exhibit.

Senator Zavodny also shared Committee on Committees structural changes that were proposed in committee that morning and were approved as noted on the exhibit.

Zavodny also noted that all Senate committee memberships should run on a two-year cycle unless specified as a three-year cycle.

Zavodny explained the recommendation to merge three of the small and infrequently meeting committees into one committee. The three committees include (1) the Academic Standards and Practices Committee, (2) the Personnel Standards and Practices Committee and (3) the Professional Procedures Committee. The specific roles of those committees are being discussed and evaluated. Once this evaluation is complete, the final recommendation will come back to Senate for approval.

Zavodny went on regarding the proposed updates to the Oversight Committee for Grant Funded Programs. The role or purview of this committee is not yet known. Versaci added that President Kahn is very interested in doing something to centralize the grant process and knows that Faculty Senate will have a role in some way. Kahn wants to meet with Faculty Senate volunteers over the summer to begin the discussion. Senator Jackie Martin added guidance and/or suggestions of how this process might work and volunteered to work with President Kahn and other Senators over the summer. VP Fererro said the District has approved a director level position for grants. Fererro also said that much of what is listed on the Governance Structure Group Request form is institutional responsibilities and not under the

purview or authority of faculty. The responsibility to organize or to keep track of or provide oversight for, or to provide training related to grants, needs to be compensated by the District.

President Versaci asked that the changes proposed by Committee on Committees be moved to Action next week. To recap, the three items will be the Policies & Procedures (Bylaws), the reorganization of smaller committees and the Oversight Committee for Grant Funded Programs. Senator Laughlin suggested that Senate hold up on the grant dialogue until after the District makes some decisions and Versaci agreed. Versaci asked for volunteers to work with President Kahn over the summer to get the grant process review started. Senators Jackie Martin and Anastasia Zavodny volunteered.

C. Faculty Emeritus Status for Spring Retirees

Motion 10 MSC: Laughlin/Faulkner Faculty Senate approval to suspend the rules and move back into Action.

Nay: Anastasia Zavodny

The motion carried.

Motion 11 MSC: Laughlin/Fererro Faculty Senate approval of Emeritus status to the following faculty (see Exhibit 7):

John Aegerter – Health/Kinesiology/Recreation Management

Steve Bertram – Trade & Industry

Natarajan Geetha – Chemistry

Jon Panish – English

Melissa Smith – American Sign Language

The motion carried.

D. ASG Election Results

ASG President Kateri Mouawad thanked Senators and stated that it was an honor to collaborate with them this academic year. Senate President Versaci thanked Mouawad for her service and added that she was an exceptional representative for the students and wished her luck as she moved on in her education.

Mouawad announced the following:

Student Trustee - **Rachel Alazar**

ASG President - **Marie-Therese Mouawad**

ASG VP - **Joshua Delgado**

ASG VP of Internal Affairs - **Roxanna Vega**

ASG VP of Finance - **Mussawer Jamili**

ASG Secretary - **Karen Galaviz Jimenez**

ASG Senator - **Ashley Gonzalez**

ASG Senator - **Natalie Scales**

ASG Senator - **Oseas Garcia**

E. Part-Time Faculty Titles (see Exhibit 8)

PFF Co-President Barbara Baer spoke to the advantages of retitling part-time faculty at Palomar and researched that faculty titles fall under the purview of Faculty Senate. Baer recently received positive feedback for this proposal from

the Faculty Senate Part-Time Faculty Equity Workgroup and many others on campus. Baer hoped that Faculty Senate would support this proposal and formally show support in the form of a resolution.

Senators showed support of this initiative and added the following comments:

- The title “professor” should be preceded with associate, assistant, etc. (just as full time depending on where they are in their tenure track).
- Consider using the same titles as Mira Costa since many part-time faculty teach there as well as at Palomar.
- Changing titles and managing them at Palomar is challenging since HR and Outlook don’t speak to each other. Titles are often different in each place.
- It would be helpful to have a clear explanation of both part-time and full-time titles on the Faculty Senate website.

Versaci asked Senators to form a small group to investigate this and to bring back a solid proposal to Senate in fall. Senators Dalrymple, Laughlin, Miller, Zavodny and Rose volunteered.

F. Senate Statement of Support for AB 1269 (see Exhibit 9)

Senator Will Dalrymple shared Exhibit 9 and stated that this legislation, if passed, would be significant for part-time faculty across the state of California. The idea behind the legislation is that at the end of the process, theoretically it will result in part time and full time pay parity. It would be equal pay for equal work. Currently across California, pay varies from college to college based on the unions’ negotiations.

The big selling point of this legislation is that the state would be bank rolling this. When individual colleges try to deal with this issue, it is usually a confrontation and conflict, and not equitable solutions.

Senator Dalrymple wrote the resolution draft and presented it to PFF last week. The audience of this resolution is both faculty and administration and eventually, the California Community College system, including the Chancellor’s Office. Since it is a public document, it is written for the entire community. Barbara Baer added that unfortunately the Chancellor’s Office is now opposing AB 1269 because they see it as a local negotiated matter. For more information on AB 1269, go here: https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB1269

President Versaci announced that he’ll bring this Resolution to Action next week.

REPORTS

ASG (Mouawad)

1. ASG discussed how many funds we could grant the Engineering and Tech club to support the club with participating in a nationwide submarine competition.
2. We’re now in the process of launching an end of semester survey and will share the results at the last week of the semester.
3. We have an event on the 21st—Story time with Dr. Kahn, Dr. Versaci, and Dr. Maunu from 1-3! All of them will read one of their favorite short stories.
4. We brought back our Club Camera Policy for further discussion and will bring it back again as a final action item.
5. Our Communications Committee has shifted gear a bit and is honoring our 2021 spring graduates on social media.
6. Our elections have ended! Our new members will be sworn in at our last ASG meeting, which is still to be determined.
7. We had Michael Day present on high flex technology, and future plans with how and where it will be used.
8. Our governing documents are still under review and I think they will be for eternity.

9. Quite a few ASG members made it to the food distribution to help volunteer—and we saw some really cool senate members there too!

President (Versaci)

I have sent out reminders about the deadline for applications for Curriculum Co-Chair, SLOAC Co-Coordinator, and the four Guided Pathways Pillar Leads (all 5/14 with Senate selection scheduled for 5/17). I also sent out the announcement for the Service Learning Coordinator with an application deadline of 5/21 with Senate selection scheduled for 5/24.

On Wednesday, May 12, Senate VP Jenny Fererro and I met with President Jack Kahn to discuss various items. I updated him on the revisions to the faculty hiring procedures and the faculty sections of AP 7120. Specifically, they will be discussed by DEqCC on 5/14 and come to the Senate for a first reading on 5/24. I also stressed the importance of respecting Senate purview over faculty hiring matters, as codified in our 10+1+1, and he agreed. I will continue to alert faculty serving on councils and committees where AP 7120 revisions will be discussed to remind others that any suggestions regarding the faculty piece of hiring should be brought to the Senate. We also discussed the proctoring issue and asked for District support in considering options to Proctorio, such as other packages or, better yet, options to have in-person proctoring on campus in the fall. Finally, we discussed the Senate's Grant Oversight Committee and how the faculty-oriented scope of that committee would mesh with the larger effort to oversee and provide support for grant writing, submission, and approval. We told Jack that once we had the names of the Chair and members of that committee, we would forward them along so that the larger conversation about grants could commence.

SSEC/SEA (Versaci)

SEA was supposed to meet on Friday, May 14, but it was cancelled due to the President/Superintendent interviews that week (VP Lakhani and a couple of other members are on the search committee).

SPC (Versaci) – No report. SPC next meets on Tuesday, May 18.

IPC Report (Versaci)

IPC met briefly and for the last time on Wednesday, May 12. The agenda was light; the main order of business was to review the faculty hiring prioritization list that the subcommittee constructed. VP Shayla Sivert reiterated that it was unlikely any of those positions would be hired due to the college being well above the FON.

SSPC – No report.

HRPC – No report.

FASPC (Antonecchia) – No report.

PFF (Laughlin) – No report.

DEqCC – Diversity, Equity, and Cultural Competence (Aguilar/Sadat Ahadi)

This week 5/14/21 the entire DEqCC subcommittee is reviewing the Faculty Hiring Procedures and AP 7120 that was amended and edited by an ad hoc group including Senate President, Rocco Versaci, Lawrence Lawson, and Hossna Sadat Ahadi. Co-chairs Eduardo J. Aguilar and Hossna Sadat Ahadi are requesting a budget for DEqCC subcommittee.

Accreditation (Meehan) – No report.

Distance Education (Hiro) – No report. The Distance Education Committee is set to meet at 2:30 - 4 p.m. Wednesday, May 19 on Zoom. The meeting ID is 981 0039 1117, and the passcode is 017020.

Guided Pathways (Nelson)

If you are interested in the work the Guided Pathways team has completed this year and goals for 2021-2022 please attend the year end presentation during the Guided Pathways Taskforce meeting on May 21 from 11 a.m. - 12 p.m. The meeting URL is <https://palomar-edu.zoom.us/j/94904499669>

Policies and Procedures (Lawson)

P&P met on Friday, May 7, where we discussed the following 1st read items:

- a. BP/AP 7330 – Communicable Disease (Request move to 2nd (this was not moved to second, and a subgroup will continue to work on this language and hold an emergency item to approve this before summer))
- b. BP 5210 – Communicable Disease - Students
- c. BP 7339 – Telecommuting
- d. BP/AP 2435 – Evaluation of the Superintendent – President
- e. BP/AP 7150 – Employee Evaluations
- f. BP/AP 3725 – Information Communications Technology Accessibility

and discussed and approved the following second read items:

- a. AP 5017 – Responding to inquires of immigration status
- b. AP 6340 – Bids-and-Contracts

In regard to BP/AP 7330 – Communicable Disease, additions included following CSU/UC language to note that to be on campus, employees (and perhaps other groups) would need to have received a complete, FDA-approved vaccine (exemptions required by law would apply). This language is still under review but is planned to be passed before the next Board meeting through an emergency P&P meeting to ensure the policy would cover Fall 21.

In regard to BP/AP 2435 – Evaluation of the Superintendent – President and BP/AP 7150 – Employee Evaluations, faculty evaluation has been added as part of the evaluation process. As well, adding feedback from other employee groups was advocated for and added to the first read language.

Budget (Ferrerro)

Budget Committee met briefly on Tuesday, May 11, and final budget assumptions were shared. VPFAS Borth will be supporting the committee in meeting over the summer to ensure continued transparency and communication, especially after the May Revise for the state budget.

TERB (Lawson)

We met and discussed the campus-wide feedback to the question of exploring deployment of student evaluations at the end of all courses each fall and spring semester. A total of 145 faculty responded to the survey—59% were tenured, fulltime faculty; 15% were probationary, full-time faculty, and 26% were part-time faculty. Of the 145 respondents, 81 (56%) felt it was a good idea, 29 (20%) were open to the idea but with reservations, and 35 (24%) thought the idea was not a good one. The narrative feedback was useful to help the TERB Committee discuss the results in context. Many comments in favor pointed toward the benefit to teachers and students. Many comments with reservations noted the concern that these evaluations could later be used in formal evaluations. Comments against ranged from noting some professors do evals every semester on their own anyway to the stress added evaluations would add to faculty. Of note, evaluations are a negotiated item.

In the meeting, TERB also approved evaluation calendars for AY 21-22. Little has changed *except* systematizing when student evaluations are deployed. Instead of a naming specific dates (which varied for each type of course length (16-week, fast-track, etc.)), we've name a range that would apply to all course lengths: student evaluations will be deployed during the period that begins 40% after the course begins and ends 80% after the course begins. As student

evaluations are delivered via the online system now, evaluations will generally be live during that timeframe (to increase response rate). As well, the calendars now note that student evaluations can be deployed outside of that timeframe based upon need.

Professional Development (Falcone) – No report.

AB705 Subcommittee (Anfinson) – No report. The committee met on Thursday, May 13.

Sabbatical Leave (Lawson) – No report.

Equivalency (Towfig) – No report.

Faculty Service Areas (Mudgett) – No report.

Credit for Prior Learning (Rose)

On June 8th, 10am - noon, full-time faculty and discipline leads can participate in a two-hour workshop for Credit for Prior Learning, to build their course inventory and assessment methods in a collaborative, faculty driven process. In this workshop, we will help faculty complete a pre-created template for their department and walk through the process of Credit for Prior Learning, from student survey to grade transcription.

The new CPL Petition Form has been used by over a dozen students so far this semester. Looking ahead, the CPL Coordinator will develop tutorial materials for students and faculty to walk them through the petition process, as well as develop a marketing plan to inform students of the Credit for Prior Learning opportunities.

We continue to add more courses to our CPL website course list and data base, which is such a benefit for our students! Any faculty or discipline interested in offering CPL opportunities for their students, please reach out to the CPL Coordinator, Candace Rose, at cpl@palomar.edu.

ADJOURNMENT: The meeting was adjourned at 3:50 PM.

Respectfully submitted,

Molly Faulkner

Molly Faulkner, Secretary